

**Subject:** Baseline Service Agreement

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**To:** Holly Wolcott <Holly.Wolcott@lacity.org>, Shannon Hoppes <shannon.hoppes@lacity.org>

Holly:

Sorry to bug you about this, but we requested a Baseline Services Agreement from the City well over a year ago and have followed up twice since. I know Miranda submitted the initial request (I think to BPW) when we originally requested it, and I know she followed up as well. I also mentioned this to council office staff last month.

RAP will also be a big part of our Baseline Service Agreement due to OFW (Boardwalk.)

As we prepare for launch, our service providers (Chrysalis and Allied Universal) are really concerned that we don't have this document yet.

If there is anything you can do to help unstick and expedite this, I would deeply appreciate it!

Warmest regards,  
Tara